

Council/Agency Meeting Held: _____	
Deferred/Continued to: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	City Clerk's Signature
Council Meeting Date: 11/21/2005	Department ID Number: FN 05-00_

## CITY OF HUNTINGTON BEACH

### REQUEST FOR CITY COUNCIL ACTION

**SUBMITTED TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS  
*Penelope Culbreth-Graft*

**SUBMITTED BY:** PENELOPE CULBRETH-GRAFT, CPA, CITY ADMINISTRATOR

**PREPARED BY:** DAN T. VILLELLA, CPA, FINANCE OFFICER/  
JENNIFER MCGRATH, CITY ATTORNEY *[Signature]*

**SUBJECT:** CONDUCT A PUBLIC HEARING AND ADOPT RESOLUTIONS  
AMENDING THE COMPREHENSIVE FEE SCHEDULE

RECEIVED  
HUNTINGTON BEACH CITY CLERK NOV 14 2005 PM 11:52

**Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)**

**Statement of Issue:**

Should the City of Huntington Beach fees be updated to reflect changes in costs to provide city services?

**Funding Source:**

Not applicable.

**Recommended Action:**

1. Conduct a public hearing.
2. Adopt Resolution Number 2005- 74, a resolution of the City Council of the City of Huntington Beach establishing a citywide user fee schedule and repealing resolution No. 2003-63, entitled, "A resolution of the City Council of the City of Huntington Beach establishing a citywide user fee schedule and repealing resolution No. 5159".
3. Adopt Resolution Number 2005- 75, a resolution of the City Council of the City of Huntington Beach establishing a citywide fee schedule and repealing resolutions Nos. 2003-64 and 2004-03, entitled, "A resolution of the City Council of the City of Huntington Beach establishing a citywide user fee schedule and repealing resolution No. 2002-94".
4. Adopt Resolution Number 2005- 76, a resolution of the City Council of the City of Huntington Beach establishing a citywide schedule for charges for facility rentals and recreation services and repealing resolution Nos. 2003-65, 2004-15, 2004-67, and 2005-63 entitled, "A resolution of the City Council of the City of Huntington Beach establishing a citywide schedule for charges for facility rentals and recreation services".
5. Approve the addition of a Combination Structural Inspection Supervisor to the Building and Safety Department's table of organization.

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## REQUEST FOR ACTION

MEETING DATE: 11/21/2005

DEPARTMENT ID NUMBER:FN 05-00

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### **Alternative Action(s):**

1. Do not adopt updated fees to reflect changes in costs to provide city services.
2. Do not approve the addition of a Combination Structural Inspection Supervisor.

### **Analysis:**

The city contracted with the Public Resource Management Group (PRM) to perform a citywide Cost Recovery Study. The fee resolutions attached for adoption reflect all fees listed in the PRM Cost Recovery Study Findings.

### **User Fees (Attachment # 1):**

Historically, User Fees have been used by the city to recover costs for various services that directly benefit the individual or entity requesting a service. Any costs not recovered through user fees are paid (subsidized) with proceeds of taxes. Staff has reviewed these fees and has developed recommendations to the City Council that are summarized in the attached resolution. In no case, do the recommended fees exceed the costs supported by the User Fee Study. Upon approval by the City Council, these fees will be in effect November 22, 2005.

### **Developer Fees (Attachment # 2):**

Developer Fees represent changes to recover costs of city services pertaining to development. Staff has reviewed these fees and has made recommendations in the attached resolution. As in the case with user fees, in no situation can these fees exceed the cost provided. Upon approval by the City Council, these fees will be in effect January 20, 2006.

### **Charges for Service (Attachment # 3):**

Charges for Service pertain to rates charged for room rentals, recreation classes, and other charges for service where the city may charge market rates in excess of costs to provide the service. Staff has developed recommendations to adjust these charges in the attached resolution. The City Attorney has concluded that these types of charges are not subject to the same restrictions concerning cost recovery. Upon approval by the City Council, these fees will be in effect November 22, 2005.

### **Combined Structural Inspection Supervisor:**

The Building and Safety Department is currently not able to adequately service the high number of Certificate of Occupancies in our community. The number of Certificate of Occupancies processed has increased from 600 per year to over 800 per year, requiring the use of other inspection staff to cover these additional responsibilities. To better serve the needs of the business community and to operate more efficiently, the Building and Safety Department requested an additional Combined Structural Inspection Supervisor position in their proposed FY05/06 budget. This position will be fully supported by additional revenues associated with the proposed fee increases. As the fee study was not completed by the FY05/06 budget adoption, it was removed from the proposed budget pending approval of the attached fee schedules.

**REQUEST FOR ACTION****MEETING DATE: 11/21/2005****DEPARTMENT ID NUMBER:FN 05-00****Financial Impact:**

It is estimated that adoption of the recommended cost recovery policy would increase the specified fee revenue by \$1,525,663 (an 11.3% increase over the current revenue total) gross and \$1,407,889 net after funding the Combination Structural Inspection Supervisor position. The following outlines the estimate of new revenue generated by departments through the recommended fees:

Department	Increased Revenue Estimate	Cost Recovery Policy
Community Services	\$97,803	64%
Public Works		
General Fund	\$84,621	100%
Water Fund	\$121,627	100%
Refuse Fund	\$8,945	100%
Police	\$177,054	79%
Fire	\$159,861	68%
Building and Safety	\$298,179	98%
Planning	\$350,799	100%
Code Enforcement	\$24,902	100%
City Treasurer	\$201,873	100%
Library	\$0	45%
<b>TOTAL</b>	<b>\$1,525,663</b>	<b>82% avg.</b>

**REQUEST FOR ACTION****MEETING DATE: 11/21/2005****DEPARTMENT ID NUMBER:FN 05-00****Attachment(s):**

City Clerk's Page Number	No.	Description
	1.	Resolution Number 2005- <u>74</u> , a resolution of the City Council of the City of Huntington Beach establishing a citywide user fee schedule and repealing resolution No. 2003-63, entitled, " <i>A resolution of the City Council of the City of Huntington Beach establishing a citywide user fee schedule and repealing resolution No. 5159</i> ".
	2.	Resolution Number 2005- <u>75</u> , a resolution of the City Council of the City of Huntington Beach establishing a citywide fee schedule and repealing resolutions Nos. 2003-64 and 2004-03, entitled, " <i>A resolution of the City Council of the City of Huntington Beach establishing a citywide user fee schedule and repealing resolution No. 2002-94</i> ".
	3.	Resolution Number 2005- <u>76</u> , a resolution of the City Council of the City of Huntington Beach establishing a citywide schedule for charges for facility rentals and recreation services and repealing resolution Nos. 2003-65, 2004-15, 2004-67, and 2005-63, entitled, " <i>A resolution of the City Council of the City of Huntington Beach establishing a citywide schedule for charges for facility rentals and recreation services</i> ".
	4.	PowerPoint presentation entitled, "Cost Recovery Study Findings".

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# **ATTACHMENT #1**

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RESOLUTION NO. 2005 - 74

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
HUNTINGTON BEACH ESTABLISHING A CITYWIDE USER  
FEE SCHEDULE AND REPEALING RESOLUTION NO. 2003-63

WHEREAS, on September 2, 2003, the City Council adopted Resolution No. 2003-63 establishing a fee schedule for the City; and

The City Council desires to update existing fees charged to the public; and

The City Council has reviewed a study prepared by Public Resource Management Group, LLC dated September 2005 and entitled Cost Recovery Study Findings September 2005 ("Fee Study"). The Fee Study recommends adoption of fees that do not exceed the reasonable cost of providing the service for which the fee is collected; and

The City Council desires to establish fees consistent with the Fee Study and finds that the fees hereinafter established do not exceed the estimated reasonable cost of providing the service for which the fees are imposed,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Huntington Beach that the fees set forth in Exhibit "A" and adopted by this Resolution shall be effective immediately following the adoption of this Resolution, and continue thereafter.

BE IT FURTHER RESOLVED that Resolution No. 2003-63 is hereby repealed.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Mayor

REVIEWED AND APPROVED:

Jenelle Callandri  
City Administrator

APPROVED AS TO FORM:

Jennifer M. Geth  
11/2/05  
City Attorney  
11/11/2005

INITIATED AND APPROVED:

Ray T. Vellella  
Finance Officer

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## **City Clerk**

<b>Fee Description</b>	<b>Fee Amount</b>	<b>Comments</b>
Copies:		
Per Page	\$ 0.10	per page (per case law)
Miscellaneous (includes micro film)		Cost of Reproduction
Video Tapes	\$ 23.00	plus 3.25 postage
Audio Tapes	\$ 23.00	plus 1.75 postage
Other:		
Agenda Subscription	\$ 63.00	
Minutes Subscription	\$ 57.00	
Huntington Beach Municipal Code	\$ 27.00	plus 5.00 postage
Huntington Beach Zoning Code	\$ 27.00	
Historical Data Booklet	\$ 5.00	
Certification of Document	\$ 3.00	
Passport Program (application fee)	\$ 30.00	Federal Program Mandate
City Code Mailing Service	\$ 32.00	per subscription

Community Services		Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>Specific Events:</b>				
Application Fee	\$		100.00	\$ 100.00
Specific Event Permits:				
Daily Fee - Nonprofit	\$		500.00	\$ 500.00
Daily Fee - Commercial	\$		1,000.00	\$ 1,000.00
Event Staffing		Fully Burdened Rate		Fully Burdened Rate
Stage Rental	\$	\$50.00	\$ 650.00	
<b>Special Events (beach only):</b>				
Application Fee	\$		75.00	\$ 100.00
Day Use Fee - Non Profit	\$		50.00	\$ 100.00
Day Use Fee- Commercial	\$		100.00	\$200.00
Lifeguards		\$40/hour		\$60/hour
<b>Film, Video, Still Photography Permits:</b>				
Application Fee	\$		50.00	\$ 50.00
Motion:				
Daily Fee - Nonprofit			\$200/day/location	\$200/day/location
Huntington Beach Company			\$400/day/location	\$400/day/location
Daily Fee - Commercial			\$500/day/location	\$500/day/location
Student with Instructor Verification		Application Fee Only		No Charge; permit not required.
Public Agencies/Educational		Application Fee Only		Application Fee Only
Same day "breaking" news		No charge; permit not required.		No charge; permit not required.
<b>Still:</b>				
Daily Fee - Nonprofit			\$100/day/location	\$100/day/location
Huntington Beach Company			\$200/day/location	\$200/day/location
Daily Fee - Commercial			\$300/day/location	\$300/day/location
Student with Instructor Verification		Application Fee Only		No Charge; permit not required.
Public Agencies/Educational		Application Fee Only		Application Fee Only
Same day "breaking" news		No charge; permit not required	\$100	No charge; permit not required
Rush (24 hour turn-around)				\$100
Production Staffing (as needed)		Fully Burdened Rate		Fully Burdened Rate

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Fire Department		Current Fee Amount	Recommended New Fee Amount @ Policy Level
Fee Description			
<b>NON-DEVELOPMENT FEES:</b>			
Public Education	\$	127.00	\$255.00
Emergency Evacuation Training	\$	255.00	255.00
Fire Extinguisher Training	\$	207.00	207.00
Plot Plan Review	\$	173.00	173.00
Site Final Inspection & Permit Issuance	\$	75.00	75.00
Site Pre-Inspection - Up to 2,000 sq. ft.	\$	38.00	38.00
Additional Tents and Canopies Permit - Per each add'l tent or canopy	\$	207.00	207.00
Company Inspection: 0 - 2,500 sq. ft.	\$	64.00	64.00
Company Inspection: 2,501 - 5,000 sq. ft.	\$	62.00	62.00
Company Inspection: 5,001 - 25,000 sq. ft.	\$	51.00	51.00
Company Inspection: Over 25,000 sq. ft.	\$	25.00	25.00
Company Fire Inspection - 3rd follow up	\$	76.00	76.00
Fire Code Permit	\$	\$18 Per each add'l 2,500 sq. ft. or portion thereof	\$18 Per each add'l 2,500 sq. ft. or portion thereof
Fire Code Violation Inspection (by Fire Prevention)	\$	\$38 Per each add'l 2,500 sq. ft. or portion thereof	\$38 Per each add'l 2,500 sq. ft. or portion thereof
Fire Code Violation Re-inspection (by Fire Prevention)	\$	\$38 Per each add'l 2,500 sq. ft. or portion thereof	\$38 Per each add'l 2,500 sq. ft. or portion thereof
Hospital / Medical Facility Inspection: Each add'l 50 occupants	\$	145.00	145.00
Hospital / Medical Facility Inspection: Each add'l 50 occupants	\$	112.00	112.00
High Rise Inspection - 7 stories	\$	47.00	47.00
High Rise Inspection - Per floor above 7 stories	\$	115.00	284.00
Large Family Day Care Inspection: 7 - 25 persons	\$	115.00	284.00
Large Family Day Care Inspection: Over 25 persons	\$	1,159.00	Fee charged at hourly rates - see footnote "b"
Convalescent / Care Facility Inspection: Each add'l 25 beds	\$	290.00	Fee charged at hourly rates - see footnote "b"
Private School Inspection: 0 - 50 occupants	\$	1,203.00	Fee charged at hourly rates - see footnote "b"
Hotel, Motel & Apartment Inspection: Each add'l 50 units	\$	171.00	Fee charged at hourly rates - see footnote "b"
Hotel, Motel & Apartment Inspection: Over 50 units	\$	119.00	Fee charged at hourly rates - see footnote "b"
Fire Clearance Inspection: 0 - 2,500 sq. ft.	\$	580.00	Fee charged at hourly rates - see footnote "b"
Fire Clearance Inspection: 2,501 - 5,000 sq. ft.	\$	290.00	Fee charged at hourly rates - see footnote "b"
Fire Clearance Inspection: 5,001 - 25,000 sq. ft.	\$	145.00	Fee charged at hourly rates - see footnote "b"
Fire Clearance Inspection: Over 25,000 sq. ft.	\$	76.00	Fee charged at hourly rates - see footnote "b"
State Mandated Fire Clearance Pre-inspection for State License: 0 - 25 persons	\$	\$72 per each add'l 25 units	\$72 per each add'l 25 units
State Mandated Fire Clearance Pre-inspection for State License: 26 or more persons	\$	\$72 per each add'l 25 units	\$72 per each add'l 25 units
Fire Incident Report Copy: 1 - 7 pages	\$	\$36 per each add'l 2,500 sq. ft.	\$36 per each add'l 2,500 sq. ft.
Fire Incident Report Copy: Each add'l page over 7 pages	\$	\$36 per each add'l 2,500 sq. ft.	\$36 per each add'l 2,500 sq. ft.
Oil Well Activation Permit	\$	\$50 - Fee set by State	\$50 - Fee set by State
Wastewater Permit - Initial Inspection	\$	\$100 - Fee set by State	\$100 - Fee set by State
Wastewater Permit	\$	0.10	0.10
Oil Well Inspection	\$	0.10	0.10
Oil Well Re-inspection	\$	83.00	457.00
Oil Well Vent Inspection	\$	72.00	122.00
Abandoned Oil Well Permit	\$	65.00	Fee to be included in hourly charge for oil well inspection
Oil well Abandonment Closure Review	\$	72.00	Fee charged at hourly rates - see footnote "b"
		173.00	Fee charged at hourly rates - see footnote "b"

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Fire Department		Current Fee Amount	Recommended New Fee Amount @ Policy Level
Fee Description			
<b>NON-DEVELOPMENT FEES (CONTINUED):</b>			

<b>Special Services Fees &amp; Conditions</b>	\$122
Inspection outside of normal work hours - hourly rate (conditions 1, 3, 4)	\$102
Inspection during normal work hours - hourly rate (conditions 1, 2)	\$134
Plan review outside normal work hours - hourly rate (conditions 1, 3, 4)	\$126
Plan review during normal work hours - hourly rate (conditions 1, 2)	\$112

**NOTE:** Charges are based on an hourly rate for each employee providing the service.

1. The payment of such fees shall be in addition to other required fees.
2. When the special service is provided during normal work hours, the fee shall be based on the actual time expended, but not less than one-half (1/2) hours.
3. When the special service is provided as overtime, prior to 0700 hours and after 1700 hours on a normal workday, the fee shall be based on the actual time expended, but not less than four (4) hours at the outside work hours rate.
4. When the special service is provided as overtime on a nominal day off or a typical City day off, as defined in the City's current Memorandum of Understanding (MOU), the fee shall be based on the actual time expended, but not less than one (1) hour at normal outside work hours rate.

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Fire Department		Current Fee Amount	Recommended New Fee Amount @ Policy Level
Fee Description			
<b>NON-DEVELOPMENT FEES (CONTINUED):</b>			
False Alarm Response - Residential & Commercial	\$	\$100.00	\$100.00 See footnote "c"
False Alarm Response - Residential & Commercial: 1 or 2 in 12-month period	\$	\$200.00	\$200.00
False Alarm Response - Residential & Commercial: 3 in 12-month period	\$	\$400.00	\$400.00
False Alarm Response - Residential & Commercial: 4 in 12-month period	\$	\$400.00	\$400.00
False Alarm Response - Residential & Commercial: 5 in 12-month period	\$	\$500.00	\$500.00
False Alarm Response - Residential & Commercial: Each add'l false alarm over 5 (in 12-month period)	\$	\$848.00	\$848.00
False Alarm Response - Residential & Commercial: Each add'l false alarm over 5 (in 12-month period)	\$	\$196.00	\$196.00
Water/Flood Pumping & Cleanup	\$	\$260.00	\$260.00
Oil Well/Gas Monitoring Inspection	\$	\$87.00	\$87.00
Tank Farm Inspection - 1st tank	\$	\$173.00	\$173.00 Fee charged at hourly rates - see footnote "e"
Tank Farm Inspection - Each add'l tank	\$	\$72.00	\$72.00
Annual Soil Gas Remediation Project Permit / Inspection	\$	\$	
Night Inspections	\$	\$171 per hour	
Emergency Response	\$	\$137 per hour	
Division Chief Response	\$	\$125 per hour	
Battalion Chief Response	\$	\$412 per hour	
Deputy Fire Marshal Response	\$	\$407 per hour	
HazMat Unit Response	\$	\$382 per hour	
Paramedic Engine Company Response	\$	\$206 per hour	
Truck Company Response	\$	\$32 per hour	
Light / Air Unit Response	\$	\$151 per hour	
Ambulance Response	\$	\$32 per hour	
Company Standby	\$	\$32 per hour	
Hazardous Materials Cleanup	\$	\$75 per hour	
DUI Accident Response	\$	\$62 per hour	
Personnel Response	\$	\$102 per hour	
PIO Response	\$	\$140 per hour	
Fire Protection Specialist Response	\$	\$156 per hour	
Level 1 Fire Investigator Response	\$	\$175 per hour	
Level 2 Fire Investigator Response	\$	\$112 per hour	
Fire Safety Program Specialist	\$	\$109 per hour	
Fire Development Specialist	\$	\$103 per hour	
Fire Protection Analyst	\$	\$150 count set witness fee	
Hazardous Materials Program Specialist	\$	\$15 count set fee	
Subpoena Appearance	\$		
Subpoena - Request for Records	\$		

#### FOOTNOTES:

- Footnote (a) - There is a \$350 deposit for the Consultant. NOTE: Final Consultant fee charges will be based on actual per hour charges.
- Footnote (b) - These fees will be charged at hourly rates based on employee providing the service.
- Footnote (c) - The fee structure for false alarms will remain the same, with the first two calls within one year free.
- Footnote (d) - Previously, the Fire Dept. charge for building review was calculated using a percentage of the building permit costs. The Fire Dept. will now charge a flat or hourly fee for plan checks. All after hour and night time inspections will be charged at time-and-a-half.
- Footnote (e) - Other services not listed will be charged by hourly rate determined by the position required to perform the service.

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# Planning Department - User Fees

Fee Description	Current Fee Amount	Recommended New Fee Amount (@ Policy Level)
Zoning Research - Staff Review - per hour*	\$87 per hour	\$90 per hour
Planning Consultation/Meeting Fee, per hour**	\$114 per hour/1 hour min.	\$140 per hour/1 hour min
Zoning Letter - Flood Verification - Staff Review	\$ 77.00	\$ 90.00
Zoning Letter - Staff Review	\$ 143.00	\$ 170.00
Preliminary Plan Review - Single Family Residential***	\$ 717.00	\$ 780.00
Preliminary Plan Review - Multi-Family Residential (2 to 9 units)***	\$ 1,626.00	\$ 1,840.00
Preliminary Plan Review - Multi-Family Residential (10 + units)***	\$ 2,063.00	\$ 2,350.00
Preliminary Plan Review - Nonresidential***	\$ 2,243.00	\$ 2,480.00

\* Zoning Research is applied when a request is made to locate a document within a file beyond the typical documents such as the staff report, notice of action letter, etc., or for broad research on items or issues within multiple files. For example, it would be applied if someone requested entitlements for all building modification in the coastal zone over the past 5 years. It does not apply to the time spent by staff locating a file for someone to review themselves for a particular item. This is a service to individuals who do not have time to search through a file themselves and would rather have someone else do it.

\*\* Meeting Fee is applied when a meeting is requested to obtain staff's opinion on proposed land use changes, modifications to the zoning code and/or general plan, to discuss various development options, major development proposals, etc. when an application has not been filed. It also is implemented when applicants, consultants or developers request weekly or otherwise regular status meetings with staff. It does not apply to typical requests at the Zoning Counter for zoning and planning information for minor development proposals, residential additions, modifications to small businesses, code requests, etc. Meeting fee is a flat hourly rate regardless of the number of planners.

\*\*\* Half of fee applied to future application fee

## Public Works

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>PW Miscellaneous Fees</b>		
Aerial Photos	\$ 69.00	\$ 74.00
Banner Hanging- Main Street	\$ 218.00	\$ 261.00
Consultation/Meeting Fee, per person, per hour		
Damage to city facilities		
Emergency cleanup (hazmat; street cleaning)		
Pennant Hanging (each)	\$ 26.00	\$ 33.00
Plans & specifications	\$ 25.00	\$ 47 plus cost of reproduction
Illegal Refuse Bin Impound	\$ 100.00	\$ 209.00
Illegal Storage Bin	\$ 145.00	\$ 168.00
		\$246 for five days plus \$15 each day thereafter
Obstruction Permit	\$ 74.00	\$ 75.00
Research requests (hourly)	\$ 43 plus \$15 for each add'l	\$22 plus \$6 for each additional 4.00
Residential Parking Permit	\$ 21.00	
Residential Parking Permit Replacement		\$104 plus cost of tree
Residential Street Tree Request (24" box)		161.00
Storage Bin Permit	\$ 68.00	\$390 plus value of removed tree & cost of replacement tree
Street Tree Non-Permitted Removal	\$ 465.00	\$100 plus \$75 per sign
Temporary Parking Permits		
Transportation Permits:		
Wide/Overweight/Loading:		
Three day permit		\$16/single trip-\$96/annual, as set by state
Temporary Permit		\$16/single trip-\$96/annual, as set by state
Annual Permit	\$ 116.00	\$90 as set by state
Field verification (if required)	\$ 482.00	\$87.00
Tree/Shrub Overhang Abatement		FBR with 2 hr minimum
Weed Abatement (per parcel)		\$190+costs

## Public Works (continued)

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>PW - NPDES/STORMWATER</b>		
Commercial High	\$ 243.00	\$ 219.00
Industrial High	\$ 243.00	\$ 424.00
Industrial Low	\$ 133.00	\$ 219.00
Industrial Medium	\$ 170.00	\$ 274.00
Stormwater Permit Maintenance Inspection Fee	\$ 345.00	\$ 219.00
<b>PW - WATER</b>		
Delinquent Bill Water Tag	\$ 20.00	\$ 36.00
Delinquent Bill Water Shut-off	\$ 63.00	\$ 107.00
Same Day Turn-On Service (Regular Hours)	\$ 47.00	\$ 54.00
Same Day Turn-On Service (After Hours)	\$ 126.00	\$ 149.00
Temp Meter Rental Setting and Moving (each occurrence)	\$ 63.00	\$ 75.00

# Police Department

	<b>Fee Description</b>	<b>Current Fee Amount</b>	<b>Recommended New Fee Amount @ Policy Level</b>
1	Noise Disturbance Response	\$ 275	\$ 275
2	Clearance Letter	\$ 33	\$ 39
3	Fingerprinting	\$ 10	\$ 15
4	Response to Subpoena	\$ 290	\$ 304
5	Vehicle Equip Corrctn Insp	\$ 10	\$ 24
6	Photo Reproduction	\$ 4	\$ 4
7	Vehicle Release	\$ 115	\$ 155
8	Narcotics Processing	\$ 67	\$ 85
9	Alarm Permit Applicant Rvw/Rnw	\$ 36	\$ 38
10	Blood Draw	\$ 35	\$ -
11	Audio Tape Reproduction	\$ 20	\$ 19
12	Booking and Processing (Inmate)	\$ 177	\$ 268
13	False Alarm	\$ 100	\$ 100
14	Temp Alcohol License	\$ 93	\$ 125
15	Gun dealer permit	\$ -	\$ 101
16	Entertainment business - change of loc.	\$ 25	\$ 113
17	Bingo Permit	\$ -	\$ 71
18	Tattoo est. change/add name/loc.	\$ -	\$ 108
19	Escort est. change/add name/location	\$ 25	\$ 108
20	Entertainer - new	\$ 125	\$ 130
21	Entertainer - renewal	\$ 75	\$ 115
22	Entertainment business - new	\$ 500	\$ 246
23	Entertainment business - renewal	\$ 250	\$ 159
24	Tow Truck establishment -new	\$ 100	\$ 127
25	Tow Truck driver -new	\$ 25	\$ 36
26	Tow Truck driver - renewal	\$ 25	\$ 36
27	Tow Truck establishment - renewal	\$ 100	\$ 103
28	Tow Truck est. change of location	\$ 25	\$ 36
29	Fortune Teller establishment -new	\$ 100	\$ 241
30	Fortune Teller - new	\$ 75	\$ 124
31	Fortune Teller establishment - renewal	\$ 100	\$ 274
32	Fortune Teller - renewal	\$ 75	\$ 110
33	Fortune Teller Est. change of location	\$ 25	\$ 108
34	Fortune Teller change of location/name	\$ 25	\$ 108
35	SOB establishment - new	\$ 500	\$ 241
36	SOB performer - new	\$ 125	\$ 124
37	SOB establishment - renewal	\$ 250	\$ 154
38	SOB performer - renewal	\$ 75	\$ 110

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# Police Department

	<b>Fee Description</b>	<b>Current Fee Amount</b>	<b>Recommended New Fee Amount @ Policy Level</b>
39	SOB change name/location	\$ 25	\$ 108
40	Massage establishment - new	\$ 500	\$ 257
41	Masseuse -new	\$ 125	\$ 141
42	Massage establishment - renewal	\$ 250	\$ 154
43	Masseuse - renewal	\$ 75	\$ 110
44	Massage est. change/add name/location	\$ 50	\$ 108
45	Massage - change of establishment	\$ 50	\$ 108
46	Escort - business-new	\$ 500	\$ 241
47	Escort - person-new	\$ 125	\$ 124
48	Escort - business renewal	\$ 250	\$ 154
49	Escort - person renewal	\$ 75	\$ 110
50	Escort est. change/add name/location	\$ -	\$ 108
51	Tattoo-body piercing bus - new	\$ -	\$ 241
52	Tattoo-body piercing person -new	\$ -	\$ 124
53	Tattoo-body piercing bus - renewal	\$ -	\$ 154
54	Tattoo-body piercing person - renewal	\$ -	\$ 110
55	Tattoo est. change/add name/location	\$ -	\$ 108

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## City Treasurer Department

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
Change to Business License	\$9	\$11
Duplicate Business License	\$9	\$5
Business Tax Renewal Processing	\$9	\$16
Bus Lic Application	\$13	\$21
Bus Lic. Home Occupation	\$3	\$2
Bus Lic. Field Re-inspection	\$9	\$1
Returned Check Processing- non water	\$25	\$35
Certified Copy of Public Record	\$9	\$12
Check Copy	\$5	\$6
Processing of Admin Case	\$9	\$17
Utility Customer Set-Up	\$18	\$16
Utility Billing Late Fee	\$3	\$6
Business License - revoke	\$0	\$45
Utility Billing Final Notice and/or tag	\$16	\$23
Delinquent Shut-off	\$16	\$5
Construction Water Customer Set-Up	\$13	\$16
Returned Check Processing- water	\$25	\$35
Water billing address or name change	\$0	\$0
Entertainment Permit	\$0	\$21
Bingo permit	\$0	\$32
Gundalear Permit	\$0	\$32
Massage permit	\$0	\$32
Massage permit - renewal	\$0	\$16
Fortune teller permit	\$0	\$16
Tattoo/boddy piercing permit	\$0	\$16
SOB permit	\$0	\$16
Econ permit	\$0	\$16
TOT penalty - admin	\$0	\$12
Oil penalty - admin	\$0	\$36
Tow Truck bus/driver permit	\$0	\$3

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# **ATTACHMENT #2**

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RESOLUTION NO. 2005 - 75

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
HUNTINGTON BEACH ESTABLISHING A CITYWIDE  
FEE SCHEDULE AND REPEALING RESOLUTION NOS. 2003-64 AND 2004-03

WHEREAS, on September 2, 2003, the City Council adopted Resolution No. 2003-64 establishing a City fee schedule for the fees charged to the public; and

The City Council desires to update existing fees charged to the public; and

The City Council has reviewed a study prepared by Public Resource Management Group, LLC dated September 2005 and entitled Cost Recovery Study Findings September 2005 ("Fee Study"). The Fee Study recommends adoption of fees that do not exceed the reasonable cost of providing the service for which the fee is collected; and

The City Council desires to establish fees consistent with the Fee Study and finds that the fees hereinafter established do not exceed the estimated reasonable cost of providing the service for which the fees are imposed,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Huntington Beach that the fees set forth in Exhibit "A" and adopted by this Resolution shall be effective sixty days following the adoption of this Resolution, and continue thereafter.

BE IT FURTHER RESOLVED that Resolutions No. 2003-64 and 2004-03 (Supplemental Fee Resolution 1) are hereby repealed.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2005:

\_\_\_\_\_  
Mayor

REVIEWED AND APPROVED:

Linley Culver-Croft  
City Administrator

APPROVED AS TO FORM:

Jennifer M. Rash  
11/18/05  
City Attorney  
11/11/05

INITIATED AND APPROVED:

Paul T. Vellilla  
Finance Officer

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## Building & Safety Department

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>Building Permit Fees</b> Permit Processing (All permits, plan reviews, including change of contractor, owner, special inspector program, etc.)	\$ 19.52	\$ 28.73
<b>Inspection Fees (based on valuation): Based on Building Valuation Data Published in the 2001 March-April Building Standards Magazine</b>		
\$ 1 to \$500	\$ 34.00	\$ 38.76
\$501 to \$2,000	\$ 67.00	\$ 76.38
\$2,001 to \$25,000	\$ 294.00	\$ 325.16
\$25,001 to \$50,000	\$ 472.00	\$ 538.08
\$50,001 to \$100,000	\$ 718.00	\$ 818.52
\$100,001 to \$500,000	\$ 2,290.00	\$ 2,610.60
\$500,001 to \$1,000,000 and up	\$ 3,960.00	\$ 4,514.00
Building Plan Review Fees:		
Normal	90% of building inspection fee	75% of building inspection fee
Exception (Standard Production Units after model unit has been reviewed)	30% of building inspection fee	25% of building inspection fee
Projects requiring review in excess of the following:		
Project Valuation:		
\$100,000 or less - 2 or more reviews	Actual fully burdened costs	Actual fully burdened costs
\$100,001 - \$1,000,000 - 3 or more reviews	Actual fully burdened costs	Actual fully burdened costs
\$1,000,001 or more - 4 or more reviews	Actual fully burdened costs	Actual fully burdened costs
Investigation Fee		
Foundation or partial Building Inspection Fee	\$	
Reinspection Fee	\$	
Expired Permits	\$	
Reactivate permit for projects that have been expired for LESS than 6 months		
Reactivate permit for projects that have been expired for GREATER than 6 months		
Certificate of Occupancy:		
Certificate in conjunction w/ a building permit	\$ 0.00	\$ 0.00
Modified certificate w/o additional inspection/Admin.	19.52	19.52
Certificate when Inspection/Admin. Sv's. are required	186.00	186.00
B & M Occupancies		
All Other Occupancies		
B & M Occupancies requiring services in excess of 75 minutes		
All Other Occupancies requiring services in excess of 250 minutes		
Temporary Certificate (hourly)		
Record Retention Fee:		
Each sheet of permitted drawings	\$ 4.09	\$ 3.78
Each issued permit	\$ 1.06	\$ 0.98
Counter Staff Research/Special Services (More than 10 min.)		
Copies of City Records on microfilm (16 or 35mm):		
1st copy	\$ 3.00	\$ 3.00
Each additional copy	\$ 0.10	\$ 0.10
Xerox copies (per page):		

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## Building & Safety Department (continued)

Fee Description		Current Fee Amount		Recommended New Fee Amount @ Policy Level	
Building Plan Review Extension	\$ 107.00	\$ 107.00	\$ 129.83		
Building Permit Extension	\$ 107.00	\$ 107.00	\$ 125.69		
Building Relocation Inspection fee	\$			hourly rates	
Building Demolition Review and Inspection	\$			Calculated using building valuation table, based on \$2.00/sf valuation	
Inspection Fee (includes sewer cap)	\$ 127.16				
 <b>Electrical Permit Fees</b>					
Inspection Fees:				Minimum \$29.52	
New single and multiple-family residential buildings, including additions and attached garages	\$ 0.06/sq foot, \$29.52 minimum				
Each service meter	\$ 14.00	\$ 14.00	\$ 0.29/AMP, \$29.52 minimum		
Each sub panel	\$				
Each self-contained, factory-wired, approved unit such as cooking appliances, home appliances, heating appliances, HVAC units, vegetable cases, drinking fountains, etc. (2-HP Max., Over 2-HP see generators, motors and transformers)	\$ 7.20	\$ 7.20	\$ 7.20		
Lighting Fixtures:					
First 50 fixtures, each	\$			1.15	
Each additional fixture	\$			0.58	
Each pole with fixtures	\$			7.20	
Generators, Motors and Transformers:				14.00	
H.P., kW, or K.V.A. Rating of Equipment up to and including two (2)	\$			29.00	
Over two (2) and not over ten (10)	\$			71.00	
Over ten (10) and not over fifty (50)	\$				
Over fifty (50)	\$				
Receptacle and Switch Outlets:					
First fifty (50) outlets, each	\$			1.15	
Each additional outlet	\$			0.58	
Each section of track lighting or multiple outlet assembly	\$			3.60	
Sights:					
1st sign at one address	\$			71.00	
Each additional sign at the same address	\$			29.00	
Fuse Up	\$			58.00	
Temporary service:					
Each temporary or construction pole (including lights and outlets for outdoor lot uses)	\$ 29.00	\$ 14.00	\$ 35.38		
Each sub-pole with panel	\$				
Each misc. item regulated by the Huntington Beach Electrical Code where no fee is listed	\$ 58.00	\$ 86.00	\$ 17.08		
Photovoltaic - Solar	\$ 86.00	\$ 14.00	\$ 104.92		
Photovoltaic - with battery backup and emergency circuit panel	\$				
Each Miscellaneous item regulated by the Huntington Beach Electrical Code where no fee is listed	\$				
Code where no fee is listed	\$				
 Electrical Plan Review fee				143% of electrical inspection, min \$74.82	
 <b>Mechanical Permit Fees</b>					
Inspection Fees:				\$29.52 minimum	
Installation or relocation of each furnace, including ducts and/or vents attached to such appliance	\$ 65.44	\$ 65.44	\$ 29.95		
Each Fire and/or Smoke Damper	\$				
Relocation or replacement of each appliance vent not included in an appliance item also permitted	\$ 27.27	\$ 27.27	\$ 12.48		

## Building & Safety Department (continued)

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
HVAC Duct Extension/Relocation for 1 to 10 ducts	\$ 52.35	\$ 23.96
Each Additional Duct	\$ 6.54	\$ 2.99
Installation or relocation of each boiler 10 15hp or compressor to and including 5 tons, including attached ducts and/or vents	\$ 65.44	\$ 29.95
Installation or relocation of each boiler over 15 hp or compressor over 5 tons, including attached ducts and/or vents.	\$ 161.41	\$ 73.86
Each evaporative cooler (non-portable type)	\$ 31.63	\$ 14.47
Exhaust fan connected to a single environmental air duct. (Includes residential cooking hoods)	\$ 16.36	\$ 7.49
Each Air Handling unit not part of a factory-assembled appliance	\$ 14.47	\$ 14.47
Each ventilation system less than or equal to 100,000cfm which is not a portion of any heating or air conditioning system authorized by a permit	\$ 29.95	\$ 29.95
Each ventilation system more than or equal to 100,000cfm which is not a portion of any heating or air conditioning system authorized by a permit	\$ 65.44	\$ 14.47
Hood served by mechanical exhaust including duct fan Miscellaneous items including all factory-built stoves, ovens, cook tops, etc.	\$ 65.44	\$ 14.47
Factory Built fireplaces	\$ 31.63	\$ 15.55
Each low pressure gas-piping system up to .5 psi	\$ 21.82	\$ 54.39
Each medium or high pressure gas piping system, exceeding .5 psi	\$ 76.34	\$ 14.47
Each misc. item regulated by the Huntington Beach Mechanical Code where no fee is listed	\$ 31.63	\$ 113% of inspection fee min \$93.40
Mechanical Plan Review Fee		\$ 128% of inspection fee min \$74.82
<b>Plumbing Permit Fee</b>		Minimum \$28.75
<b>Inspection Fees:</b>		\$ 17.69
Each plumbing fixture (toilet, bathtub, lavatory sink, urinal, washing machine, kitchen sink, shower-each head, etc.)	\$ 18.29	\$ 18.29
Each building sewer	\$ 36.57	\$ 35.38
Rainwater systems-per drain	\$ 9.14	\$ 8.84
Each water heater and vent	\$ 10.29	\$ 17.69
Each low pressure gas-piping system, up to .5 psi	\$ 2.82	\$ 15.55
Each medium or high pressure gas piping system, exceeding .5 psi	\$ 76.34	\$ 54.39
Each waste interceptor or each kitchen grease trap	\$ 36.57	\$ 35.38
Installation or alteration of water piping, including vacuum breakers or backflow protective devices	\$ 36.57	\$ 17.69
Water Treating Equipment	\$ 18.29	\$ 17.69
Floor Drain or Floor Sink	\$ 18.29	\$ 17.69
Each misc. item regulated by the Huntington Beach Plumbing Code where no fee is listed	\$ 18.29	\$ 116.09
Sump Pumps (sewage or rainwater)	\$ 120.00	\$ 11.61
Medical Gas System of 1 to 5 outlets	\$ 12.00	\$ 17.69
Each additional medical gas outlet	\$ 18.29	\$ 18.29
Each miscellaneous item regulated by the Huntington Beach Plumbing Code where no fee is listed	\$ 18.29	\$ 138% of inspection fee, min fee \$74.82
Plumbing Plan Review Fee		\$ 126% of inspection fee, min fee \$93.40

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**Building & Safety Department (continued)**

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>Swimming Pool Permit Fees</b>		
Building Inspection Fee	\$ 58.00	1.18x as established herein 76% of building inspection fee 24% of building inspection fee 81.64
Building Plan Review Fee	\$ 59.04	75.71
Planning Plan Review Fee	\$ 53.79	86.26
Electrical Items	\$ 59.04	110.68
Exception: Above ground spas	\$ 59.04	123.55
Plumbing Items	\$ 59.04	99.22
Exception: Above ground spas	\$ 59.04	129.38
Pre-Site Inspection	\$ 59.04	166.02
<b>Miscellaneous Fees</b>	\$ 19.52	14.1% of all development fees for all Development Services in each Department 63.87
Issuance of Revised Permits or Permits not listed	\$ 52.00	2.2% of all development fees for all Development Services in each Department
Automation fee	\$ 52.00	
Fee Refunds	\$ 90.00	
<b>Special Services Fees and Conditions</b>		
Counter Services during normal work hours - hourly rate	\$ 47.12	
Inspection during normal work hours - hourly rate	\$ 59.04	
Plan Review during normal work hours - hourly rate	\$ 112.23	
Supervisory Services during normal work hours - hourly rate	\$ 79.95	
Counter Services outside normal work hours - hourly rate	\$ 70.68	
Inspection outside normal work hours - hourly rate	\$ 88.56	
Plan Review outside normal work hours - hourly rate	\$ 74.82	
Supervisory Services outside normal work hours - hourly rate	\$ 119.93	
Recording and Release of Non-Compliance - Permit Expiration	\$ 90.00	
<b>Solar Energy Permit Fees</b>		
Inspection Fees:	\$ 20.00	Minimum \$28.75
Each appliance or piece of equipment regulated by		50% of inspection fee
Huntington Beach Solar Energy Code		
Plan Review Fee		

Fee Description	Community Services	Current Fee Amount	Recommended New Fee Amount @ Policy Level
Consulting/Meeting Fee - hourly rate	\$	87.00	\$ 87.00

Consulting/Meeting Fee - hourly rate

\$ 87.00

\$ 87.00

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### Fee Department

#### Fee Description

#### Current Fee Amount

#### Recommended New Fee Amount @ Policy Level

##### **DEVELOPMENT RELATED FEES:**

Underground Tank Install Permit / Inspection	\$ 499.00	\$ 499.00
Underground Tank Install Inspection - Each add'l tank	\$ 36.00	\$ 36.00
Underground Tank Removal Inspection	\$ 19.00	\$ 19.00
Underground Tank Removal Inspection - Each add'l tank	\$ 36.00	\$ 36.00
Underground Tank Re-pipe Inspection Permit	\$ 376.00	\$ 376.00
Above Ground Storage Tank Installation Permit	\$ 300.00	\$ 300.00
Above Ground Storage Tank Removal Permit	\$ 162.00	\$ 162.00
Above Ground Storage Tank Removal - Each add'l tank	\$ 301.00	\$ 301.00
Plan Check Methane System: 0 - <1,000 sq. ft.	\$ 393.00	\$ 393.00
Plan Check Methane System: 5,001 - 10,000 sq. ft.	\$ 578.00	\$ 578.00
Plan Check Methane System: 10,001 - 25,000 sq. ft.	\$ 370.00	\$ 370.00
Plan Check Methane Systems: Over 25,000 sq. ft.	\$ 470.00	\$ 470.00
Methane System Inspection: 0 - 2,500 sq. ft. w/ 2 risers	\$ 0.04	\$ 0.04
Methane System Inspection: Per sq. ft. for systems over 2,500 sq. ft.	\$ 54.00	\$ 54.00
Methane System Inspection: Per each add'l riser	\$ 36.00	\$ 36.00
Methane System Inspection: Each add'l floor over 3 floors	\$ 83.00	\$ 83.00
Methane System Repair Inspection	\$ 97.00	\$ 97.00
Soil Remediation - Phase I	\$ 170.00	\$ 170.00
Soil Remediation - Phase II or III	\$ 170.00	\$ 170.00
Soil Remediation - Confirmation Testing / Site Closure Review	\$ 106.00	\$ 106.00
Soil Remediation - Admin costs for Consultant	\$ 119.00	\$ 119.00
Flammable Liquid Dispenser Removal & Replacement	\$ 191.00	\$ 191.00
Sail Gas Remediation Project Permit	\$ 6.00	\$ 6.00
Sail Gas Station Soil Gas Remediation Installation Permit	\$ 165.00	\$ 165.00
Sprinkler System - per head	\$ 319.00	\$ 319.00
Sprinkler System - base fee Single Family Residence	\$ 319.00	\$ 319.00
Sprinkler System - base fee Multi-Family Residences	\$ 165.00	\$ 165.00
Sprinkler System - base fee Commercial / Industrial	\$ 154.00	\$ 154.00
Sprinkler System - base fee Tenant Improvement	\$ 555.00	\$ 555.00
Sprinkler System - Hydraulic Calculation	\$ 319.00	\$ 319.00
Sprinkler System - Underground - per riser	\$ 6.00	\$ 6.00
Alarm System - per device	\$ 88.00	\$ 88.00
Alarm System - base fee Single Family Residence	\$ 165.00	\$ 165.00
Alarm System - base fee Multi-Family Residences	\$ 165.00	\$ 165.00
Alarm System - base fee Commercial / Industrial	\$ 88.00	\$ 88.00
Alarm System - base fee Tenant Improvement	\$ 203.00	\$ 203.00
Chemical Protection System (dry, wet, gas, etc.)	\$ 165.00	\$ 165.00
Water System Inspections (flush test, water monitor, standpipe)	\$ 203.00	\$ 203.00
Spray Booth	\$ 165.00	\$ 165.00
Medical Gas System	\$ 165.00	\$ 165.00
Industrial Oven	\$ 242.00	\$ 242.00
Special Protection System	\$ 155.00	\$ 155.00
Special Projects Requiring Fire Dept. Review	\$ 191.00	\$ 191.00
Emergency Fire Access Gates: Pedestrian, Vehicle, Plan Check & Inspection	\$ 682.00	\$ 682.00
Fire Lane Plan Review & Inspection	\$ 403.00	\$ 403.00
Street Name Change	\$ 170.00	\$ 170.00
New Street Name Review: 0 - 5 Names	\$ 280.00	\$ 280.00
New Street Name Review: 6 - 10 Names	\$ 390.00	\$ 390.00
New Street Name Review: 11 - 14 Names	\$ 500.00	\$ 500.00
New Street Name Review: 15+ Names	\$ 1,157.00	\$ 1,157.00

Consultant fee deposit = \$350.00 plus Consultant fee (final Consultant fee charges will be based on actual per hour charges) - See footnote "a".

Consultant fee deposit = \$350.00 plus Consultant fee (final Consultant fee charges will be based on actual per hour charges) - See footnote "a".

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Consultant fee deposit = \$350.00 plus Consultant fee (final Consultant fee charges will be based on actual per hour charges) - See footnote "a".

Hourly - Charges are based on hourly rate for each employee providing the service  
- See Footnote "b"

Hourly - Charges are based on hourly rate for each employee providing the service  
- See Footnote "b"

Hourly - Charges are based on hourly rate for each employee providing the service  
- See Footnote "b"

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>DEVELOPMENT RELATED FEES (CONTINUED):</b>	\$	\$
Welded Pipe Inspection	346.00	65.00
Plan Check - Cellular Site	65.00	65.00
Plan Check - Single Family Residence - New	65.00	65.00
Plan Check - Single Family Residence - Addition / Remodel	166.00	166.00
Plan Check - Pool / Spa	39.00	39.00
Plan Check - Commercial / Industrial - New	65.00	65.00
Plan Check - Commercial / Industrial - Minor Remodel / Tenant Improvement	115.00	115.00
Plan Check - Commercial / Industrial - Major Remodel / Tenant Improvement	92.00	92.00
Plan Check - Commercial / Industrial - Residential Complex / Subdivision	216.00	216.00
Plan Check - Rack / High pile storage	65.00	65.00
Plan Check - Residential Complex / Subdivision	115.00	115.00
Plan Review - DPR, CUP, EIR - Residential, Subdivision, Commercial, Industrial	166.00	166.00
Plan Check - Rough / Precise Grading - Single Family Residence		
Plan Check - Multi-family residential, subdivision, commercial, industrial, educational		
Plan Check - School Sites		

**FOOTNOTES:**

- Footnote (a) • There is a \$350 deposit for the Consultant. NOTE: Final Consultant fee charges will be based on actual per hour charges.
- Footnote (b) • These fees will be charged at hourly rates based on employee providing the service.
- Footnote (c) • The fee structure for false alarms will remain the same, with the first two calls within one year free.
- Footnote (d) • Previously, the Fire Dept. charge for building review was calculated using a percentage of the building permit costs. The Fire Dept. will now charge a flat or hourly fee for plan checks.
- Footnote (e) • Other services not listed will be charged by hourly rate determined by the position required to perform the service. All after hour and night time inspections will be charged at time-and-a-half.

FOOTNOTES:

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**Planning Department -- Development Fees**

<b>Fee Description</b>	<b>Current Fee Amount</b>	<b>Recommended New Fee Amount @ Policy Level</b>
<b>Planning Commission Actions</b>		
Annexation Request	\$ 16,445.00	\$ 19,650.00
Coastal Development Permit	\$ 4,255.00	\$ 5,030*
Conditional Use Permit - New Residential	\$ 8,215.00	\$ 9,620.00
Conditional Use Permit - Comm/Ind/Mixed Use < 1/2 Block	\$ 6,668.00	\$ 8,630.00
Conditional Use Permit - Comm/Ind/Mixed Use > 1/2 Block	\$ 19,359.00	\$ 23,100.00
Entitlement Continuance	\$286 Plus costs for notice of public comment, if applicable	\$400 Plus costs for Notice of Publication, if applicable
Development Agreement - Original Contract or Significant Amendment	\$32,332 deposit plus actual fully burdened cost	\$29,310.00 deposit plus actual fully burdened costs
Development Agreement Minor Amendment	\$18,243 deposit plus actual fully burdened cost	\$17,620.00 deposit plus fully burdened cost
Development Agreement - Annual Review - Administrative	\$ 3,249.00	\$ 3,710.00
Development Agreement - Annual Review - Planning	\$ 3,686.00	\$ 4,370.00
Commission Hearing		
Entitlement Plan Amendment - New Hearing	\$ 3,860.00	\$ 4,850.00
Entitlement Plan Amendment - Director Review	\$ 1,948.00	\$ 2,440.00
General Plan Amendment - GPA Major	\$ 31,650.00	\$ 37,690.00
General Plan Amendment - GPA Minor	\$ 17,289.00	\$ 20,630.00
General Plan Conformance	\$ 4,084.00	\$ 4,880.00
Local Coastal Program Amendment	\$ 7,018.00	\$ 11,030.00
Reversion to Acreage	\$ 2,762.00	\$ 3,270.00
Special Permit	\$ 1,971.00	\$ 2,360.00
Tentative Tract Map	\$20,317 plus \$30/lot	\$23,490 plus \$30/lot
Variance	\$ 3,319.00	\$ 3,900.00
Zoning Map Amendment	\$ 18,512.00	\$ 22,100.00
Zoning Map Amendment - Precise Plan of Street Alignment	\$ 12,685.00	\$ 15,060.00
Zoning Map Amendment - Mobile Home Park Conversion R	\$ 24,859.00	\$ 30,270.00
Zoning Text Amendment - Major	\$ 14,580.00	\$ 30,470.00
Zoning Text Amendment - Minor	\$ 8,105.00	\$ 13,770.00

\* Reduced 50 percent when processed concurrently with a Conditional Use Permit, Tentative Map or Variance

**Planning Department (continued)**

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>Zoning Administrator Actions:</b>		
Coastal Development Permit - Single Family	\$ 2,780.00	\$3,160*
Coastal Development Permit - All Others	\$ 2,896.00	\$3,320*
Conditional Use Permit	\$ 3,427.00	\$ 3,900.00
Conditional Use Permit - Fences	\$ 1,895.00	\$ 2,020.00
Entitlement Continuance	\$ 202.00	\$ 240.00
Entitlement Plan Amendment - New Hearing	\$ 2,035.00	\$ 2,370.00
Entitlement Plan Amendment - Director Review	\$ 1,304.00	\$ 1,350.00
Temporary Use Permits	\$1,739 + \$500 bond (if applicable)	\$1,980 + \$500 bond (if applicable)
Tentative Parcel Map	\$ 3,908.00	\$ 4,210.00
Tentative Parcel Map Waiver	\$ 1,718.00	\$ 1,980.00
Tentative Tract Map	\$6,757 plus \$30/lot	\$7,710 plus \$30/lot
Variance	\$ 2,350.00	\$ 2,680.00
<b>Environmental Processing:</b>		
Environmental Assessment	\$ 6,969.00	\$ 7,300.00
Mitigated Negative Declaration	\$2,000 + cost of env assmt study	\$2,490 + cost of environmental assessment study
Mitigation Monitoring - Mit. Neg. Dec.	\$ 2,119.00	\$ 2,430
Environmental Processing - Mitigation Monitoring - EIR	\$ 2,491 + 10% of EIR	\$2,491 + 8% of EIR
Plus 10% of EIR		
EIR Consultant Prepared	\$53,883 deposit plus cost of studies	\$78,660 deposit plus cost of studies
EIR Staff Prepared	\$108,152 deposit plus cost of studies	\$121,930 deposit plus cost of studies
<b>Other Reviews and Services:</b>		
Address Assignment Processing - Staff Review	\$ 847.00	\$ 1,000.00
Address Change - Staff Review	\$ 243.00	\$ 300.00
Animal Permits - Staff Review	\$ 177.00	\$ 210.00
Categorical Exclusion Letter - Staff Review	\$ 202.00	\$ 240.00
CC&R Review - Staff Review	\$ 972.00	\$ 1,060.00
Certificate of Compliance - Staff Review	\$ 493.00	\$ 640.00
Design Review Board	\$ 867.00	\$ 1,180.00
Extension of Time - Staff Review	\$ 327.00	\$ 390.00
Final Parcel Map - Staff Review	\$ 1,050.00	\$ 1,270.00
Final Tract Map - Staff Review	\$ 1,449.00	\$ 1,750.00
Initial Plan, Zoning Review - Staff Review	\$ 252.00	\$ 300.00
Limited Sign Permit - Staff Review	\$ 610.00	\$ 780.00
Planned Sign Program - Single User and Amendment	\$ 682.00	\$ 800.00
Planned Sign Program - Multiple Users	\$ 1,124.00	\$ 1,320.00

\* Reduced 50 percent when processed concurrently with a Conditional Use Permit, Tentative Map or Variance

**Planning Department (continued)**

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Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
Sign Code Exception - Staff Review	\$ 780.00	\$ 910.00
Sign Code Exception - Design Review Board	\$ 1,507.00	\$ 1,680.00
Site Plan Review - Staff Review	\$ 4,153.00	\$ 4,840.00
Temporary Sign Permit - Staff Review	\$ 111.00	\$ 73.00
Temporary Sales/Event Sign Permit - Staff Review	\$ 377.00	\$ 270.00
Appeals to Planning Commission - Single Family Residence appealing decision of own property	\$ 1,236.00	\$ 1,650.00
Appeals to Planning Commission - All Others	\$ 1,507.00	\$ 2,130.00
Appeal Director's Decision - Public Hearing	\$ 475.00	\$ 1,210.00
Appeal Director's Interpretation - Non-Public Hearing	\$ 400.00	\$ 1,000.00
Appeals to City Council - Single Family Residence appealing decision of own property	\$ 1,534.00	\$ 1,480.00
Appeals to City Council - All Others	\$ 2,285.00	\$ 2,700.00
Lot Line Adjustment/Lot Merger Staff Review	\$ 2,248.00	\$ 530.00
Administrative Permit - List 1	\$ 1,018.00	\$ 530.00
Administrative Permit - List 2	\$ 1,014.00	\$ 900.00
Administrative Permit - List 3	\$ 1,021.00	\$ 1,200.00
Outdoor dining license agreement application fee	\$ 30.00	\$ 30.00
Outdoor dining license agreement Use Charge (per square foot)	\$ 0.01	\$ 0.01
Outdoor dining license agreement Code Enforcement Fee (per staff)	\$ 4.00	\$ 4.00
Design Review Board - staff	New fee	\$ 270
Address Assignment - Meter Only	New fee	\$ 110.00
Code Enforcement Re-inspection Fee	\$ 163.00	\$ 178.00
Notice and Order	\$ 946.00	\$ 1,075.00
Vehicle Abatement	New fee	\$ 166.00
Planning Plan Review Standard	70% of building inspection fee	72% of building inspection fee
Planning Plan Review Production Units	28% of building inspection fee	24% of building inspection fee

\* Entitlements for Development include initial review of plans and one subsequent revision submittal. Review of plans in excess of one revision shall be charged the fully burdened hourly rate.

Administrative Permit List 1: Outdoor Dining, Eating and Drinking Establishments, Fence Extensions (<8'), Personal Enrichment Services, and Home Occupations

Administrative Permit List 2: Parking Reduction, Carts & Kiosks, Waiver of Development Standards, Medical Marijuana Dispensaries, Non-conforming structure additions

Administrative Permit List 3: Privacy Gates, Game Centers, Accessory Dwelling Units, Manufactured Home Parks

## Public Works

Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
<b>Development Fees</b>		
Bond reduction (partially completed projects)	\$ 722.00	\$ 1,089.00
Cash Bond Processing	\$ 46.00	\$ 208.00
Construction Water (per unit)	\$ 72.00	\$ 96.00
Dock Construction Plan Review/Inspection	\$ 521.00	\$ 466.00
Encroachment Permit (plus inspection fee)	\$ 227.00	\$ 103.00
Utility Co Encroachment Permit (plus inspection fee)	\$ 176.00	\$ 232.00
Encroachment Permit Expired	\$ 101.00	\$ 67.00
Encroachment Permit (None/working without)	\$ 227.00	\$ 140.00
Excessive Plan Check >3 per sheet/per occurrence	\$ 140.00	\$ 345.00
Final Parcel Map Check	\$ 1,744.00	\$ 2,041.00
Final Tract Map Check	\$ 1,812 or \$86 per lot whichever is greater	\$ 2,088 or \$100 per lot whichever is greater
Fire Hydrant Flow Analysis (1st run)	\$ 131.00	\$ 521.00
Fire Hydrant Flow Analysis (Each additional run)	\$ 115.00	\$ 115.00
Grading Plan Check & Inspection:		
(0-300 cubic yards)	\$ 2,311.00	\$ 3,520.00
(301-5,000 cubic yards)	\$ 2,777.00	\$ 4,066.00
(5,001-10,000 cubic yards)	\$ 4,850.00	\$ 6,572.00
(10,001-200,000 cubic yards)	\$ 5,966.00	\$ 8,178.00
Each additional 10,000 cubic yards	\$ 250 per each add'l 10,000 CY	\$ 611.00
Hardscape Inspection	\$	Plus 3% of costs of on site improvements
Hardscape Plan Check	\$	Plus 2% of costs of on site improvements
Landscape Inspection:		
< or = 1,000 sq ft	\$ 476.00	\$ 203.00
each add'l 1,000 sq ft	\$	\$ 51.00
Residential Street Tree Only	\$ 162.00	\$ 51.00
Landscape Plan Check:		
Single Family Dwelling	\$ 243.00	\$ 399.00
Tract Map	\$ 395.00	\$ 859.00
Commercial/Industrial/Multi-Family Dwelling per sheet	\$ 314.00	\$ 351.00
Lot Line Adjustment (Public Works)	\$	\$ 561.00

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Obstruction Permit	\$ 227.00	\$ 103.00
Public Improvement Inspection ( with encroachment permit)	\$ 8% of improvement costs	8% of improvement costs
Public Improvement Inspection (after hours) min 4 hours	\$ 390.00	\$ 372.00
Public Improvement Inspection (after hours) 8 hours	\$ 780.00	\$ 743.00
Public Improvement Inspection per hour for billed utility companies	\$ 176.00	\$ 92.00
Public Works Re-inspection (each)	\$ 65.00	\$ 92.00
Public Improvement Plan Check:		\$ 3,027.00
Single Family Dwelling 1-2 sheets	\$ 2,508.00	\$ 5,635 plus \$750 per sheet >3
All Others < 3 sheets	\$ 86.00	\$ 100.00
Recordation Fee (as-built per sheet)	\$	
Street Vacation:		
Full vacation	\$ 2,832.00	\$ 3,702.00
Summary vacation	\$ 703.00	\$ 861.00
Street Lighting Plan Check - Per Sheet	\$ 832.00	\$ 1,265.00
Survey Fee (per point)	\$ 23.00	\$ 20.00
Traffic Control Plan Check - Per sheet	\$ 948.00	\$ 1,167.00
Traffic Signal Plan Check - Per sheet	\$ 2,164.00	\$ 2,556.00
Traffic Signs & Striping Plan Check - Per Sheet	\$ 754.00	\$ 1,273.00

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# **ATTACHMENT #3**

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RESOLUTION NO. 2005-76

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
HUNTINGTON BEACH ESTABLISHING A CITYWIDE  
SCHEDULE FOR CHARGES FOR FACILITY RENTALS AND  
RECREATION SERVICES AND REPEALING  
RESOLUTIONS 2003-65, 2004-15, 2004-67 AND 2005-63

WHEREAS, the City imposes a charge on public access and use of certain City property for the purpose of raising revenue; and

The City Council desires to state new charges and update the existing amounts currently charged to the public for access and use of City property,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Huntington Beach that the fees set forth in Exhibit "A" and adopted by this Resolution shall become effective on the date this Resolution is adopted, and continue thereafter.

BE IT FURTHER RESOLVED that Resolution No. 2003-65, 2004-15 (Supplemental Fee Resolution No. 1), 2004-67 (Supplemental Fee Resolution No. 2) and Resolution No. 2005-63 (Supplemental Resolution No. 3) are hereby repealed.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Mayor

REVIEWED AND APPROVED:

Jennifer McFayden  
City Administrator

APPROVED AS TO FORM:

Jennifer McFayden  
11/1/05  
City Attorney  
UTM 11/11/05

INITIATED AND APPROVED:

Ray J. Villella  
Finance Officer

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Community Services		Current Fee Amount		Recommended New Fee Amount @ Policy Level	
Facility Rentals	Fee Description				
<b>Edison/Murdy Community Centers (hourly)</b>					
Group I = Community Services Sponsored Activity Group II = Community Services Co-Sponsored Activity Group III = Civic and Non-Profit Organizations Group IV = Misc. H.B. Groups or Individuals (2-hr minimum) Group V = Non-Residents (2-hr minimum) Group VI = Commercial, Business, For-Profit (2-hr minimum)					
Hall A	Group I & II	n/a			
	Group III	\$ 40.00			
	Group IV	\$ 50.00			
	Group V	\$ 60.00			
	Group VI	\$			
Hall C & D	Group I & II	n/a			
	Group III	\$ 25.00			
	Group IV	\$ 30.00			
	Group V	\$ 40.00			
	Group VI	\$			
Game Room	Group I & II	n/a			
	Group III	\$ 25.00			
	Group IV	\$ 30.00			
	Group V	\$ 40.00			
	Group VI	\$			
Hall A & B	Group I & II	n/a			
	Group III	\$ 60.00			
	Group IV	\$ 75.00			
	Group V	\$ 95.00			
	Group VI	\$			
Hall A, B, C & D	Group I & II	n/a			
	Group III	\$ 80.00			
	Group IV	\$ 100.00			
	Group V	\$ 120.00			
	Group VI	\$			
All Halls & Game Room	Group I & II	n/a			
	Group III	\$ 90.00			
	Group IV	\$ 110.00			
	Group V	\$ 130.00			
	Group VI	\$			
<b>Edison/Murdy Community Centers with Alcohol</b>					
Kitchen	\$10 (flat fee)				
Picnic Shelter (full day)	\$ 200.00				
	\$20/hour				
After Business Hours (hourly rate)					

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Community Services		Current Fee Amount		Recommended New Fee Amount @ Policy Level	
Fee Description					
<b>City Gym &amp; Pool (Hourly):</b>					
Gym & Lockers (1-40)					
Group I & II	\$	n/a			
Group III	\$	40.00	\$		
Group IV	\$	50.00	\$		
Group V	\$	70.00	\$		
Group VI	\$	100.00	\$		
Gym & Lockers 41+					
Group I & II	\$	n/a			
Group III	\$	55.00	\$		
Group IV	\$	65.00	\$		
Group V	\$	85.00	\$		
Group VI	\$	130.00	\$		
Pool & Lockers (1-40)					
Group I & II	\$	n/a			
Group III	\$	50.00	\$		
Group IV	\$	60.00	\$		
Group V	\$	80.00	\$		
Group VI	\$	120.00	\$		
Pool & Lockers (41+)					
Group I & II	\$	n/a			
Group III	\$	65.00	\$		
Group IV	\$	75.00	\$		
Group V	\$	95.00	\$		
Group VI	\$	150.00	\$		
Room A					
Group I & II	\$	n/a			
Group III	\$	25.00	\$		
Group IV	\$	30.00	\$		
Group V	\$	40.00	\$		
Group VI	\$				
Room B					
Group I & II	\$	n/a			
Group III	\$	30.00	\$		
Group IV	\$	35.00	\$		
Group V	\$	45.00	\$		
Group VI	\$				
Game Room					
Group I & II	\$	n/a			
Group III	\$	25.00	\$		
Group IV	\$	30.00	\$		
Group V	\$	40.00	\$		
Group VI	\$				
Conference Room					
Gym, Lockers (1-40), & 1 Room					
Group I & II	\$	n/a			
Group III	\$	50.00	\$		
Group IV	\$	65.00	\$		
Group V	\$	97.50	\$		
Group VI	\$	130.00	\$		

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		Community Services		Recommended New Fee Amount @ Policy Level	
		Fee Description		Current Fee Amount	
Gym, Lockers (41+), & 1 Room		Group I & II	\$	n/a	n/a
		Group III	\$	65.00	65.00
		Group IV	\$	80.00	80.00
		Group V	\$	115.00	120.00
		Group VI	\$	160.00	160.00
Pool, Lockers (1-40), & 1 Room		Group I & II	\$	n/a	n/a
		Group III	\$	60.00	60.00
		Group IV	\$	75.00	75.00
		Group V	\$	110.00	90.00
		Group VI	\$	150.00	112.50
Pool, Lockers (41+) & 1 Room		Group I & II	\$	n/a	n/a
		Group III	\$	75.00	75.00
		Group IV	\$	90.00	90.00
		Group V	\$	125.00	135.00
		Group VI	\$	180.00	180.00
Gym, Pool, Game Room, Rooms A & B, & Lockers (1-40)		Group I & II	\$	n/a	n/a
		Group III	\$	80.00	80.00
		Group IV	\$	120.00	120.00
		Group V	\$	160.00	160.00
		Group VI	\$	240.00	240.00
Gym, Pool, Game Room, Rooms A & B, & Lockers (41+)		Group I & II	\$	n/a	n/a
		Group III	\$	95.00	95.00
		Group IV	\$	135.00	135.00
		Group V	\$	175.00	175.00
		Group VI	\$	270.00	262.50
Kitchen				\$10 (flat rate)	\$10 (flat rate)
				\$20/hour	\$20/hour
Senior Center (hourly rate):					
Main Hall (A & B)		Group I & II	\$	n/a	n/a
		Group III	\$	45.00	45.00
Hall A		Group I & II	\$	n/a	n/a
		Group III	\$	30.00	30.00
Hall B		Group I & II	\$	n/a	n/a
		Group III	\$	25.00	25.00
Hall C		Group I & II	\$	n/a	n/a
		Group III	\$	20.00	20.00
Hall D		Group I & II	\$	n/a	n/a
		Group III	\$	20.00	20.00
Hall E		Group I & II	\$	n/a	n/a
		Group III	\$	20.00	20.00
		After Business Hours (hourly rate)			\$20/hour (2 hr. minimum)

Community Services		Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
Art Center:				
Mult-Purpose Room (hourly)	Group I & II All Others	No Charge \$55/hour	\$55/hour	No Charge \$55/hour
Technical assistance during closed hours		\$1.5/hour		\$1.5/hour
Mult-Purpose Room with Alcohol		\$65 + \$10/hour		\$65 + \$10/hour
Galleries - Dinner Event		\$100/hour (5 hour minimum)		\$100/hour (5 hour minimum)
Galleries - Cocktail Reception		\$130/hour (5 hour minimum)		\$130/hour (5 hour minimum)
Galleries - Wedding Reception		\$2,500 (8 hour maximum)		\$2,500 (8 hour maximum)
Kitchen - Per Month		\$50.00		\$50.00
Kitchen - Per Day		\$75.00		\$75.00
Newland Barn (hourly):		\$20/hour		\$20/hour
After Business Hours (hourly rate)	Group I & II Group III Group IV Group V Group VI	No Charge 40.00 50.00 60.00	\$	No Charge 40.00
Newland Barn with Alcohol (hourly):		\$65 + \$10/hour		\$65 + \$10/hour
Lake View Clubhouse (hourly):	Group I & II Group III Group IV Group V Group VI	No Charge 20.00 25.00 35.00	\$	No Charge 20.00
Lake View Clubhouse with Alcohol		\$65 + \$10/hour		\$65 + \$10/hour
Lake Park/Harbor View Clubhouse (hourly):	Group I & II Group III Group IV Group V Group VI	No Charge 35.00 40.00 50.00	\$	No Charge 35.00
Lake Park/Harbor View Clubhouse w/Alcohol (hourly)		\$65 + \$10/hour		\$65 + \$10/hour
Lake Park BBQ Facility (minimum 4 hours)		30.00	\$	30.00
Huntington Central Park	Picnic Shelter - All Day Rental Amphitheater or Band Stand Rental - All Day Youth Group Camping - Per Person/Per Night	250.00 125.00 4.00	\$	250.00 125.00 4.00
Adult Sports, Youth & Tournaments Programs	Slo-Pitch Softball City-wide Softball Tournament Tournaments Senior Softball Tournament Senior Softball	\$420/team (\$25/late fee) \$200/team 10% of gross receipts, plus field rentals \$225/team \$200/team		\$420/team (\$25/late fee) \$200/team 10% of gross receipts, plus field rentals \$225/team \$200/team
Sports Complex - Parking	Sports Complex Day Use Parking Season Parking Pass Annual Parking Pass (3 seasons)	1.00 10.00 30.00	\$	1.00 10.00 30.00
Sports Complex - Bathing Cages	One Token Six Tokens 30 minutes		\$	1.00 5.00 14.00

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Fee Description		Community Services		Recommended New Fee Amount @ Policy Level	
		Current Fee Amount			
<b>Youth Sports Programs/ per participant:</b>					
Basketball		\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Flag Football		\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Baseball		\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Volleyball		\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Summer Basketball		\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
City Track Meet		\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
City Track Meet Spectator		\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
<b>Courts and Fields Rentals (hourly)</b>					
Edison/Murdy Tennis Court Reservations		\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
Soccer/Football Practice Lights at all schools:					
Lamb, Talbert, Haven View, College View, Perry, Keeler, Park View, Hope View, Harbor View,		\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
Gisler & Dryer		\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
<b>Softball/Turf Fields (Edison, Murdy, Worthy, Greer, Sports Complex) (hourly)</b>					
Field without Lights:		\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Adult		\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
Nonprofit Youth or Organized 55+ Seniors		\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00
Adult		\$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00
Nonprofit Youth or Organized 55+ Seniors		\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Adult		\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Bases (Deposit)		\$ 150	\$ 150	\$ 150	\$ 150
<b>Special Programs (per person)</b>					
Pier Swim		\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00
Pier Swim with Skirt		\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Golf Tournament		\$ 80.00	\$ 80.00	\$ 80.00	\$ 80.00
Rose Parade Excursion		\$ 95.00	\$ 95.00	\$ 95.00	\$ 95.00
Santa Visit		\$ 40 (up to 5 children)	\$ 40 (up to 5 children)	\$ 40 (up to 5 children)	\$ 40 (up to 5 children)
Candy Cane Capers		\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
Surf Contest		\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Distance Derby		\$ 10.00 per child/\$30.00 per adult	\$ 10.00 per child/\$30.00 per adult	\$ 10.00 per child/\$30.00 per adult	\$ 10.00 per child/\$30.00 per adult
<b>Contract Classes</b>					
Instructional, Art, & Senior Classes - Administration Fee		\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Tennis Program - Administration Fee		\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
Tennis Classes		\$ 40 per session	\$ 40 per session	\$ 40 per session	\$ 40 per session
Aquatics Classes					
Residents		\$ 2.00/person	\$ 2.00/person	\$ 2.00/person	\$ 2.00/person
Non-Residents/Groups		\$ 3.00/person	\$ 3.00/person	\$ 3.00/person	\$ 3.00/person
Adults/Chaperones		No Charge	No Charge	No Charge	No Charge
<b>Adventure Playground</b>					
Day Camp:		\$ 135 per session	\$ 135 per session	\$ 135 per session	\$ 135 per session
Extended Care		\$ 25.00 per session	\$ 25.00 per session	\$ 25.00 per session	\$ 25.00 per session
Transportation		\$ 10.00 per session	\$ 10.00 per session	\$ 10.00 per session	\$ 10.00 per session
Recreational Swim		\$ 2.00/ per person	\$ 2.00/ per person	\$ 2.00/ per person	\$ 2.00/ per person
<b>Beach Services:</b>					
Junior Lifeguard Program:					
Resident		\$ 475/person	\$ 475/person	\$ 475/person	\$ 475/person
Non-Resident		\$ 515/person	\$ 515/person	\$ 515/person	\$ 515/person
<b>Beach Parking:</b>					
Auto, pickup truck, motorcycle		\$ 10/day	\$ 10/day	\$ 10/day	\$ 10/day
Bus - Weekends and holidays		\$ 40/day	\$ 40/day	\$ 40/day	\$ 40/day
Bus - Weekdays		\$ 20/day	\$ 20/day	\$ 20/day	\$ 20/day
Vehicles over 25 feet in length (not allowed on weekends between June 1 to Sept. 15)		\$ 40/day	\$ 40/day	\$ 40/day	\$ 40/day
<b>Hourly Parking Meter Fee</b>					
Beach Service Road Permit, Vendor Permit		\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50
Resident Meter Pass		\$ 5/year	\$ 5/year	\$ 5/year	\$ 5/year
Resident Replacement Pass		\$ 5/year	\$ 5/year	\$ 5/year	\$ 5/year
Student Parking Pass:		\$ 5/year	\$ 5/year	\$ 5/year	\$ 5/year

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Fee Description	Community Services	Current Fee Amount	Recommended New Fee Amount @ Policy Level

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Community Services	Fee Description	Current Fee Amount	Recommended New Fee Amount @ Policy Level
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**Main Promenade Parking Structure**  
(operating hours from 8 am to 1 am or less than 75 vehicles in structure)

Daily Fee:	First 15 minutes Each 30 minutes Holidays and Events/each 20 minutes Customer validation, two validations maximum per parking ticket	No Charge \$1.00 (maximum \$9) \$1.00 (maximum \$12) \$25/hour	\$1.00 (maximum \$9) \$1.00 (maximum \$12) \$25/hour
Employee Pass			
Employee Daily Sticker Validation			
Employee Daily Stamped Validation	\$		

**Regular Parking Pass (Valid at Main Promenade and City Beach)**  
If purchased in:

Jan/Feb/Mar	\$125.00	\$125.00
Apr/May/Jun	\$100.00	\$100.00
July/Aug/Sep	\$75.00	\$75.00
Oct/Nov/Dec	\$25.00	\$25.00
		40% of regular pass
Senior Parking Pass (62+)		
Pier Plaza Parking		
	When metered When attended	
		\$1.50/hour \$12/day

**Sunset Vista Camping Facility (Daily Rates)**

Winter Camping (Sept. 16 - May 31): Reservations taken 1 month in advance.	
15-day maximum stay. Group reservations by appointment. Fees are due & payable daily.	
Camper Vehicle or trailer and auto	\$45/day
Senior (62+)	\$35/day
Handicapped	\$35/day
Each Additional Vehicle	\$10/day

**Art Center:**  
Memberships

Friends/Family	\$50.00	\$50.00
Student/Senior	\$30.00	\$30.00
Supporter	\$150.00	\$150.00
Sustaining	\$300.00	\$300.00
538 Main	\$538.00	\$538.00
Director's Circle	\$1,000.00	\$1,000.00
Members	No Charge	No Charge
General	\$3.00	\$3.00
Students/Seniors (62+)	\$2.00	\$2.00
Admission to Galleries		
Admission to Events	\$15 - \$85	\$15 - \$85
Classes/Workshops	\$20 - \$150	\$20 - \$150
Art Camp for Kids	\$115 - \$190	\$115 - \$190

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## Library

Description	Charge
Nontresident Library Card Fee	\$25/card
Nonresident Library Card Fee for Huntington Beach Business Owners	No Fee
Replacement Card for lost library cards	\$3
Temporary one-day use card fee	\$5
Facility Rental Rates:	
Library Theater (Mon-Fri before 5pm):	
Resident-Non Profit	\$100/hour
Nonresident-Non Profit	\$125/hour
Resident-Private/Business	\$180/hour
Nonresident-Private/Business	\$200/hour
Library Theater (Mon-Fri after 5pm, Sat all day, Sun before 5pm):	
Resident-Non Profit	\$125/hour
Nonresident-Non Profit	\$150/hour
Resident-Private/Business	\$275/hour
Nonresident-Private/Business	\$300/hour
Library Theater (Sunday after 5PM):	
Resident-Non Profit	\$100/hour
Nonresident-Non Profit	\$125/hour
Resident-Private/Business	\$180/hour
Nonresident-Private/Business	\$200/hour
Maddy Room (Party Room):	
Resident-Non Profit	\$50/hour
Nonresident-Non Profit	\$60/hour
Resident-Private/Business	\$75/hour
Nonresident-Private/Business	\$85/hour
Balboa Room:	
Resident-Non Profit	\$40/hour
Nonresident-Non Profit	\$50/hour
Resident-Private/Business	\$60/hour
Nonresident-Private/Business	\$70/hour

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## Library (continued)

Description	Charge
Room B:	
Resident-Non Profit	\$40/hour
Nonresident-Non Profit	\$50/hour
Resident-Private/Business	\$65/hour
Nonresident-Private/Business	\$75/hour
Room C (Piano Room):	
Resident-Non Profit	\$60/hour
Nonresident-Non Profit	\$70/hour
Resident-Private/Business	\$90/hour
Nonresident-Private/Business	\$100/hour
Room D:	
Resident-Non Profit	\$60/hour
Nonresident-Non Profit	\$70/hour
Resident-Private/Business	\$90/hour
Nonresident-Private/Business	\$100/hour
Room C&D combined:	
Resident-Non Profit	\$110/hour
Nonresident-Non Profit	\$130/hour
Resident-Private/Business	\$160/hour
Nonresident-Private/Business	\$180/hour
Room E:	
Resident-Non Profit	\$40/hour
Nonresident-Non Profit	\$50/hour
Resident-Private/Business	\$55/hour
Nonresident-Private/Business	\$65/hour
Conference Room:	
Resident-Non Profit	\$30/hour
Nonresident-Non Profit	\$40/hour
Resident-Private/Business	\$45/hour
Nonresident-Private/Business	\$55/hour
Tabby Storytime Theater:	
Resident-Non Profit	\$60/hour
Nonresident-Non Profit	\$75/hour
Resident-Private/Business	\$125/hour
Nonresident-Private/Business	\$150/hour

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## Library (continued)

Description	Charge
Green Room:	
Resident-Non Profit	\$30/hour
Nonresident-Non Profit	\$40/hour
Resident-Private/Business	\$45/hour
Nonresident-Private/Business	\$55/hour
Lower Patio Reading Area:	
Resident-Non Profit	\$160/hour
Nonresident-Non Profit	\$180/hour
Lower and Middle Reading Decks:	
Resident-Non Profit	\$75/hour
Nonresident-Non Profit	\$85/hour
Set Up fees for Patio or Decks	\$100/hour
Kirchner/Talbert Room:	
Resident-Non Profit	\$35/use
Nonresident-Non Profit	\$40/use
Resident-Private/Business	\$45/use
Nonresident-Private/Business	\$50/use
Catering Kitchen (with room use):	
Resident-Non Profit	\$35/use
Nonresident-Non Profit	\$40/use
Resident-Private/Business	\$45/use
Nonresident-Private/Business	\$50/use
Catering Kitchen Only:	
Resident-Non Profit	\$30/hour
Nonresident-Non Profit	\$35/hour
Resident-Private/Business	\$40/hour
Nonresident-Private/Business	\$45/hour
Move piano:	
Resident-Non Profit	\$125/each way
Nonresident-Non Profit	\$125/each way
Resident-Private/Business	\$125/each way
Nonresident-Private/Business	\$125/each way

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## Library (continued)

Description	Charge
Move and Tune piano:	
Resident-Non Profit	\$350/tune & move both ways
Nonresident-Non Profit	\$350/tune & move both ways
Resident-Private/Business	\$350/tune & move both ways
Nonresident-Private/Business	\$350/tune & move both ways
Tune Piano:	
Resident-Non Profit	\$100/per request
Nonresident-Non Profit	\$100/per request
Resident-Private/Business	\$100/per request
Nonresident-Private/Business	\$100/per request
Resident-Non Profit	\$0.25/per use
Resident-Private/Business	\$0.25/per use
Nonresident-Private/Business	\$0.25/per use
China Breakage / Flatware Shortage:	
Resident-Non Profit	\$5-\$25/per piece
Nonresident-Non Profit	\$5-\$25/per piece
Resident-Private/Business	\$5-\$25/per piece
Nonresident-Private/Business	\$5-\$25/per piece
Resident-Private/Business	\$10/use
Nonresident-Private/Business	\$15/use
42" Stand up tables	\$15/use
120" Linens	\$15/use
Banquet Linens	\$2.5 each lantern use
Specialty Lighting	\$2.5 per foot
Lighting rope/pin lights	\$4.5/per use
Document Camera	\$2.5/per use
Electronic White Board	
Facility Use for Filming	
Rental charge	\$250/8 hours
Damage Deposit	\$500
Security Fee	\$25/hour
Multiple Usage Discounts:	
Weekly use	30%
Biweekly use	20%
Monthly use	10%

## Library (continued)

Description	Charge
Cleaning/Security Deposit:	
Library Theater, C&D Combined,	\$500 (refundable)
Tabby Storytime Theater	\$300 (refundable)
Maddy,B,C,D,E, and Talbert Room	\$35/hour
Technician Fee for Theater	Fees determined by Risk Management
Security Fee	
Alcohol Use/Liability Insurance:	
Under 100 persons in attendance	Fees determined by Risk Management
Over 100 persons in attendance	Fees determined by Risk Management
Setup/Takedown Fee - all rooms except C/D	Room rental hourly rate plus \$80
Setup/take down fee Rooms C/D	Room rental hourly rate plus \$125
Cleaning Services	\$65/hour
Piano Rental Fee	\$100/use
Riser (4"x6")	\$25/use
Coffee Urn (50 cup)	\$10/use
Coffee urn (100 cup)	\$10/use
Podium	\$15/use
Easel	\$10/use
Dance Floor:	
12'x12'	\$180
12'x15'	\$200
15'x15'	\$250
15'x18'	\$300
18'x18'	\$350
Audio Visual Equipment Rates:	
Microphone w/stand	\$15/use
Wireless lavalier microphone	\$45/use
Screen	\$10/use
Overhead Projector	\$30/use
Hi Intensity OH Projector.	\$45/use
CD Player	\$45/use
Cassette Player	\$25/use
Laser Pointer	\$15/use

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## Library (continued)

Description	Charge
35mm slide projector.	\$20/use
32" T.V./Monitor	\$55/use
TV/VCR Combo	\$100/use
VCR	\$45/use
Video Projector	\$45/use
LCD Projector	\$200/use
Modem Access	\$35/use
Miscellaneous & Office Supplies:	
Whiteboard w/markers	\$25/use
Flip Chart (includes stand/pad/markers)	\$25/use
Flip chart pad refill	\$10 each
Computer disks (3.5 double side HD)	\$3 each
Transparencies (for stock & copy)	\$1 each
Calculator	\$5 each
Flags, U.S. & Calif.	\$15 each
Photocopies:	
One-sided	.15 per page
Two-sided	.20 per page
Faxes:	
Domestic	\$1 per page
International	\$3 per page
Pens/pencils	.50 - 2 each
Ruled Pads (8 1/2 x 11)	\$1.50 each
Extension Cord/Power Strip	\$5/use
Video Cassette	\$10 each
Videoconferencing Rates:	
Scheduling Fee:	
U.S. Conferences	\$50
International Conferences	\$100
Telecommunications Charges:	
U.S. Conferences	\$90-\$150 per hour
International and multi-point	various

## Library (continued)

Description	Charge
Reservations & Cancellation Policy:	
Less than 5 business days	\$50
2-4 business days	\$50 plus 1/2 of room rental fee
Less than 2 business days	\$50 plus entire room rental fee
Videoconferencing Facility Rental Charges:	
Normal Business Hours	\$175-\$350 per hour
After hours, weekends, & holidays	1 1/2 times standard rate
Optional Charges:	
Technician in room during call	\$50/hour
Room use before or after call	\$50/hour
Late Library Material Processing:	
Children's Collection Books	\$15/to a max. of \$3.00
Regular Collection Books	\$25/to a max. of \$5.00
Collection Fee (more than 30 Days Past Due)	\$10.00
Reserv'n of Mat'l/Interlibrary Loans:	
Reserve Book Request	\$1/request
Interlibrary Loan Requests (internal):	
Book	\$3/request
Article	\$5/request
Photocopy Use	\$20 ea
Replacement of Lost Library Items	
Media Rental:	\$1-4/for 2 Days
Circulation Fee for Video Usage	\$1-4/for 2 Days
Circulation Fee for DVD Usage	\$1-4/for 2 Days
Circulation Fee for CD Usage	\$1-4/for 1 Week
Circulation Fee for Books on Cassette	\$1-\$10/for 3 Weeks per cassette
Circulation Fee for Books on CD Usage	\$15.00 per title for 3 Weeks
Computer CD ROM Usage	\$2-5/for 1 Week
Personal Computer Usage	\$5.00 - \$10.00/ hour
Computer Laser Printer Usage	\$25- \$1.00 per page
Overdue Fines Collections	\$25-2.00 per day

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# **ATTACHMENT #4**

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# **COST RECOVERY STUDY FINDINGS**

**City of Huntington Beach, CA**

**November 21, 2005**

## **Introduction**

**Public Resource Management Group (PRM)**

- Professional Consulting Group**
- Expertise in Cost Allocation and User Fee Studies**
- Clients located throughout the states of California, Oregon, and Washington**

## Purpose

- The purpose of today's presentation is to:
  - Introduce our team
  - Review the goals and objectives of the *Cost Recovery Study*
  - Review the study's methodology
  - Review the study's findings

## Goals

- Identify and understand the full cost (direct and indirect) of city services
  - State Law: Attorney General opinion 92-506 and Gov. Code Section 66001
    - \* *Direct relationship between the service provided and the fee charged...fees should not be set at a level higher than the full cost of providing the service*
- Provide the city with the tools necessary to make informed decisions on adjustments to fees, and forecast the resulting impact on General Fund revenues.

## Objectives

- Define what it costs the city to provide various General Fund fee-related services
- Identify service areas where the city might adjust fees based on the full cost of services and other economic or policy considerations
- Develop revenue projections based on recommended increases (or decreases) to fees
- Provide a comparison of what other jurisdictions are charging for similar services

## Why?

A city is not a business; however, a city can be run in a business-like manner

To successfully manage resources- cost information is a must in order to make sound:

- General Fund subsidy decisions
- Supply and demand decisions
- Cost and revenue decisions
- Tax or fee decisions

## Methodology

### Full Cost of Services Study - Service by Service Catalog

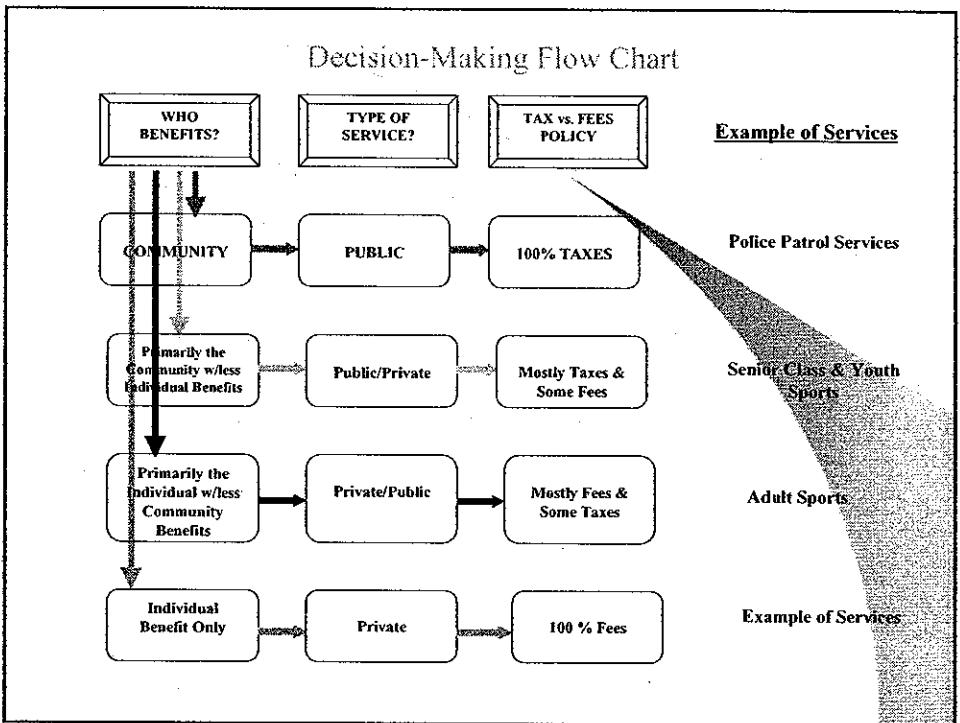
- Develop a list of user fee services- department by department
- Direct Cost Analysis- across departmental lines
  - Personnel Services Analysis (*how much time does it take to provide the service?*)
  - Supply and Services Analysis (*spread supply and service costs across fee areas*)
- Compare costs to current fees/ revenues
- Recommendations for adjustments

## Methodology (Cont'd)

### Full Cost of Services Study - Service by Service Catalog

- Indirect Cost Analysis
  - Department Administration
  - Crossover support between departments
  - Citywide overhead (*Accounting, City Administrator, Legal, Building Maintenance, etc.*)

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City of Huntington Beach Total Costs by User Fee Area 2004/2005					
Department	Total Full Cost	Total Cost of User Fee Services	Total Cost Non-User Fee Services		
Community Services	\$15,516,598	\$5,498,429	\$10,018,169	35%	65%
Public Works					
General Fund	\$6,694,488	\$1,249,475	\$5,445,013	19%	81%
Water Fund	\$40,496,257	\$183,688	\$40,312,569	0%	100%
Refuse Fund	\$10,360,034	\$60,259	\$10,299,775	1%	99%
Police	\$57,677,057	\$1,711,130	\$55,965,927	3%	97%
Fire	\$24,215,011	\$1,276,100	\$22,938,911	5%	95%
Building & Safety	\$4,499,051	\$4,499,051	\$0	100%	0%
Planning	\$2,597,441	\$2,254,534	\$342,908	87%	13%
Code Enforcement	\$1,032,819	\$80,421	\$952,398	8%	92%
City Treasurer	\$2,038,767	\$644,637	\$1,394,130	32%	68%
Library	\$6,804,771	\$1,006,924	\$5,797,847	15%	85%
<b>Grand Total:</b>	<b>\$171,932,294</b>	<b>\$18,464,647</b>	<b>\$153,467,648</b>	<b>11%</b>	<b>89%</b>

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**City of Huntington Beach**  
**Source of Funds- User Fee Activities**  
**2004/2005**

Department	Estimated User Fees for Services	Budgeted User Fees	Funded by Current Budgetary Status
Community Services	\$5,498,429	\$3,412,872	62% \$2,085,557 38%
Public Works			
General Fund	\$1,249,475	\$1,164,585	93% \$84,890 7%
Water Fund	\$183,688	\$62,330	34% \$121,358 66%
Refuse Fund	\$60,259	\$51,335	85% \$8,924 15%
Police	\$1,711,130	\$1,179,096	69% \$532,034 31%
Fire	\$1,276,100	\$710,029	56% \$566,071 44%
Building & Safety	\$4,499,051	\$4,104,562	91% \$394,489 9%
Planning	\$2,254,534	\$1,902,201	84% \$352,332 16%
Code Enforcement	\$80,421	\$55,519	69% \$24,902 31%
City Treasurer	\$644,637	\$442,865	69% \$201,772 31%
Library	\$1,006,924	\$449,839	45% \$557,085 55%
<b>Grand Total:</b>	<b>\$18,464,647</b>	<b>\$13,535,233</b>	<b>73% \$4,929,414 27%</b>

**City of Huntington Beach**  
**User Fee Revenue Analysis**  
**2004/2005**

Department	Estimated User Fee Services	Current Status	Current Year	Cost Recovery Ratio	Increased Decreased Net Change
Community Services	\$5,498,429	\$2,085,557	\$3,412,872 62%	\$10,675 64%	\$97,803
Public Works					
General Fund	\$1,249,475	\$84,890	\$1,164,585 93%	\$1,249,200 100%	\$84,621
Water Fund	\$183,688	\$121,358	\$62,330 34%	\$183,957 100%	\$121,627
Refuse Fund	\$60,259	\$8,924	\$51,335 85%	\$60,280 100%	\$8,945
Police	\$1,711,130	\$532,034	\$1,179,096 69%	\$1,356,150 79%	\$177,054
Fire	\$1,276,100	\$566,071	\$710,029 56%	\$869,890 68%	\$159,861
Building & Safety	\$4,499,051	\$394,489	\$4,104,562 91%	\$4,402,740 98%	\$298,179
Planning	\$2,254,534	\$352,332	\$1,902,201 84%	\$2,253,000 100%	\$350,799
Code Enforcement	\$80,421	\$24,902	\$55,519 69%	\$80,421 100%	\$24,902
City Treasurer	\$644,637	\$201,772	\$442,865 69%	\$644,738 100%	\$201,975
Library	\$1,006,924	\$557,085	\$449,839 45%	\$449,839 45%	\$0
<b>Grand Total:</b>	<b>\$18,464,647</b>	<b>\$4,929,414</b>	<b>\$13,535,233 73%</b>	<b>\$15,060,896 82%</b>	<b>\$1,525,663</b>

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